

BUILDING PERMIT APPLICATION

2025 NE Kresky Avenue, Chehalis, WA 98532 (360) 740-1146

DATE RECEIVED

BY

Site Address:

Tax Parcel No.

Lot No.

Blk

Division Name/Plat #

Sec

Twp

Rng

Owner's Name / Mailing Address / Telephone

Applicant's Name / Mailing Address / Telephone

CONTACT: (when permit ready or if add'l info req'd) ☐ Owner or ☐ Contractor at Phone #: _____

☐ Self Built (or provide contractor's information)

☐ Contractor's Name: _____ Phone #: _____

L & I License # _____ License Expiration Date: _____

Project Description:

Valuation/Bid Price:

of Bedrooms:

of Bathrooms:

SQUARE FEET: Main _____ Second _____ Garage _____ Decks/Porches _____

Finished Basement _____ Unfinished Basement _____ Other _____

I certify that all plans, specifications and other submissions required in support of this application conform to the requirements of the State Building Code; the construction as located at the site will conform to the State Building Code and to all other applicable laws and ordinances; and I am the owner/applicant or have authority to bind the owner to these covenants and I have examined this application and know the same to be true and correct.

SIGNATURE OWNER/APPLICANT: _____ DATE : _____

FOLLOWING IS REQUIRED DOCUMENTATION FOR THIS PERMIT

Minimum Requirements	Req'd	Rcvd	Additional Applications	Reqd	Rcvd
Completed Application	✓		Road Approach Permit (Public Works) county roads only	✓	
Permission To Enter (PTE)	✓		Fire Permit (propane tanks, fireworks displays/stands)		
Assessor's Map (current)	✓		Floodplain Development Permit (Class A flood zone)		
Site Plan (current)	✓		Grading Permit (50+ cy fill/grade)		
Two (2) complete sets of Plans	✓		Shorelines Permit (exemption or substantial development)		
Energy Code Compliance	✓		Stormwater Permit (Public Works)		
Other:			Special Use Permit		
			Administrative Approval		
			Variance		
			SEPA Checklist		

SEPTIC REQUIRED: Y ___ N ___, WATER REQUIRED: Y ___ N ___, (if yes see reverse side)

Zoning:

Flood Zone:

Panel # 530102-

Construction Type:

Occupancy:

PERMIT NUMBER:

ASSOCIATED PERMITS:

TOTAL FEES DUE:

Environmental Health Requirements

New Septic Approval:

Permit #: _____ Date Issued: _____

of Bedrooms: _____

Septic Reconnect Approval

Permit #: _____ Date Issued: _____

Original Permit # _____

Bedrooms _____

NOTES:

Water Approval:

Public Name: _____

Date water availability form sent to Lab: _____

Date water availability approved by Lab: _____

Individual Well _____ Well log _____ Gallons per min. _____

Bacteria _____ Date Bacteria satisfied _____

Nitrates _____ Level of Nitrates _____

NOTES:

_____ Well driller's statement received – need log & tests

PLUMBING PERMIT

NUMBER	TYPE OF FIXTURE
	Water Piping
	Laundry Tray
	Water Closet (Toilet)
	Clothes Washer
	Bathtub
	Shower
	Water Heater
	Floor Drain
	Lavatory (Washbasin)
	Sewer
	Dishwasher
	Kitchen Sink & Disposal
	Bar Sink
	Urinal
	Slop Sink
	Other:

MECHANICAL PERMIT

NUMBER	TYPE OF FIXTURE
	Wood Stove
	Boiler _____ BTU
	Heat Pump _____ BTU
	Force Air Systems _____ BTU
	Air Condition Units _____ BTU
	Unit Heater (suspended/floor mounted)
	Commercial Range Hood
	Commercial Clothes Dryer
	Air / Air Heat Exchanger
	Gas Piping _____ Outlets
	Gas Fireplace/Stove/Heater
	Zero Clearance Fireplace
	Vacuum Breakers
	Other:

FEES

SPECIAL CONDITIONS:

Building Permit Base Fee		
Plan Review		
State Building Code	4	50
Oversize Copy Charge		
Other Fees		
Plumbing Permit		
Mechanical Permit		
TOTAL BUILDING FEES		
OTHER PERMIT FEES:		
Planning review		
Fire Permit		
Flood Permit (JARPA)		
Grading Permit		
SEPA checklist & public hearing		
Shorelines Permit		
Septic/Reconnect Permit		
Water Availability Notification		
Other Fees		
TOTAL FEES		

BUILDING PERMITS

WHEN ARE PERMITS REQUIRED?

Building permits are required in Lewis County, Washington. Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure (including decks) must obtain the required permit. Failure to obtain a required permit may result in enforcement action(s) being taken by Lewis County.

Work exempt from permit includes (but not limited to):

- One-story detached accessory structure used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 200 square feet.
- Fences not over 6 feet high.
- Retaining walls not over 4 feet in height measured from bottom of footing to top of wall, unless supporting a surcharge.
- Water tanks not exceeding 5,000 gallons and supported directly on grade (ratio of height to diameter or width does not exceed 2 to 1).
- Sidewalks and driveways not more than 30 inches above grade and not over any basement or structure below. (*Fill/Grade permit may be required for driveway*)
- Painting, papering, tiling, carpeting, cabinets, counter work and similar finish work.
- Prefabricated above ground swimming pools that are less than 24 inches deep.
- Swings and other playground equipment accessory to detached one- and two- family dwellings.
- Window awnings (*residential only*) supported by an exterior wall which do not project more than 54 inches from exterior wall and do not require additional support.
- Shade cloth structures constructed for nursery or agricultural purposes and not including service systems.
- Moveable cases, counters and partitions not over 5 feet 9 inches (*non residential only*).

WHAT CODES ARE APPLICABLE TO MY PROJECT?

The 2009 Edition of the various International Codes were adopted by Washington State and became effective statewide on July 1, 2010.

AFTER SUBMITTING AN APPLICATION, HOW LONG BEFORE MY PERMIT WILL BE ISSUED?

Generally two (2) to four (4) weeks will be required for issuance of single-family residential use permits (home, storage building, garage, etc.). Commercial or industrial buildings, and multi-family residential use permits may require a minimum of four (4) weeks depending on the project and scope of reviews involved. However, during the peak building season (May thru October) the processing time for all permits can take longer.

ONCE ISSUED, HOW LONG IS MY PERMIT VALID?

Permits are valid for 180 days (*6 months*) after date of issuance and remain valid for 180 days after each inspection. The Lewis County Building Official may grant an extension. Requests for extensions must be made *prior* to the date of expiration of any permit.

WHEN DO I PAY FOR MY PERMIT AND HOW?

You will need to pay the plan review fee for your permit at the time it is submitted. In addition to the plan review fee you will also pay for any CARL review, septic permit, or water review applications that are required. The remaining fees will be due at the time the permit is issued (building, mechanical and plumbing permits)

Currently fees can be taken in the form of cash or checks. Credit or debit cards are not accepted at the Permit Center.

IS THERE A SPECIFIC SIZE REQUIRED FOR MY CONSTRUCTION PLANS?

Your construction plans can be drawn on any size paper as long as they are legible and complete. However, there is an additional fee charged for plans larger than 14" x 17" in size. This is due to the additional time required to prepare over-sized document for scanning and for file space. The fee is \$20.00 for the 1st page and \$5.00 for each additional page. To avoid this additional fee, you need only to submit at least one set of plans that are 14" x 17" or smaller.

WHAT INFORMATION DO I NEED TO APPLY FOR A PERMIT?

The following information will be required:

1. Applicants name, mailing address, and telephone number.
2. Tax parcel number of property being developed (copy of assessor's map showing subject property and surrounding properties.)
3. Site address (may be applied for at the Lewis County Permit Center).
4. Septic and water approval from the Environmental Services Division or, if utilizing a city connection(s), written authorization from the respective City (forms provided by the Permit Center).
5. Permission to Enter Authorization signed by the property/homeowner or representative (forms provided by the Permit Center) authorizing entry on the property for the purpose of conducting the required inspections.
6. Evidence of compliance with the Washington State Energy Code (WSEC). Show method of compliance either by compliance worksheet (forms may be obtained from the Permit Center), or by computer-run heat loss calculations (current Wattsun Program).
7. If a contractor is to be employed, a copy of their Washington State Contractor's License including business name, address, phone number, contractor registration number, and expiration date, will be required prior to permit issuance.

8. Evidence of an approved Road Approach Permit with minimum access of 30' wide.. Access from a county road must be approved by Lewis County Department of Public Works. Access from a state highway must be approved by Washington State Department of Transportation. Access from private roads require approval from LCDPW, WSDOT or US Forest Service depending on the point of origination of the private road.
9. The County will perform a review of your project for compliance with all Lewis County zoning requirements (Title 17) including Critical Areas and Resource Lands Ordinances (CARL Review.) A plot plan (layout of the project proposal on the subject property) is required and shall include the following:
 - a. Show the lot or parcel's dimensions and area.
 - b. Show the location and dimension of all proposed building(s) to include, setbacks from property lines, all existing buildings or structures, driveways, right-of-ways, septic tank and drainfield.
 - c. Show location of any waterbodies (i.e., ponds, creeks, rivers, etc.).
 - d. Show existing or proposed access to the property (driveways).
 - e. Indicate "North Arrow".
10. Two (2) complete sets of building plans, to include:
 - a. Foundation plan: Show size, materials and reinforcement (re-bar or steel, mud seals, j-bolts, etc.).
 - b. Floor plan of each floor: Show all plumbing fixtures, and heating system locations. Include all door and window sizes on the plan. Include total square footage for each floor.
 - c. Wall section(s) to show details of construction.
 - d. Exterior elevations (all sides) to include windows/doors.
 - e. Roof plan.
 - f. Architect's name, address, and phone number.

All plans shall be drawn to scale on substantial paper and shall be clear enough to show the nature and extent of the proposed work and must include all items noted above.

Please Note: INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Prior to a final inspection or occupancy of any habitable structure the following items must be completed and documented:

1. Septic system final approved (As-Built and/or installers checklist submitted)
2. Road approach constructed and final approved
3. Private Well : Water Well Report and water test results for bacteria (satisfactory results required) and Nitrates.

WILL MY PROJECT NEED TO BE DRAWN OR REVIEWED BY A LICENSED ENGINEER OR ARCHITECT?

The Building Official may require plans, computations and specifications to be prepared and designed by an engineer or architect licensed by the State of Washington

Building projects over 3,000 square feet and residential buildings over four dwelling units must be prepared (or reviewed) and stamped by a registered architect or engineer.

Residences or accessory buildings (garage, storage, etc.) with a wall height 14 foot or taller must be reviewed and stamped by a licensed structural engineer.

Building with a clear span of 40' must be prepared (or reviewed) and stamped by a licensed structural engineer.

WHAT HAPPENS WITH THE TWO SETS OF PLANS BEING SUBMITTED:

One set of approved plans and specifications shall be retained by the Lewis County Building Division for a period of not less than 90 days of completion of the work covered. One set of approved plans and specifications shall be returned to the applicant and must be kept on such building or work site at all times until authorized work is completed. Approved plans and specifications shall not be changed, modified, or altered without authorization from the Building Official.

HOW CAN I VERIFY WHETHER MY PROJECT IS WITHIN A FLOODPLAIN?

The Lewis County Permit Center can assist you in locating your property on the floodplain designation maps provided by the Federal Emergency Management Association (FEMA). If your project falls within a designated 100-year floodplain, you will be required to obtain a Floodplain Development Permit (to include an elevation certificate prepared by a licensed surveyor or engineer).

WILL MY PROJECT REQUIRE A SEPA (STATE ENVIRONMENTAL POLICY ACT) CHECKLIST?

The following projects are exempt from the SEPA review process:

Four or less residential dwelling units; residential accessory buildings (garage, storage, pumphouse, etc.) less than 4,000 square feet in size; agricultural buildings (aggregate square footage totaling less than 30,000 square feet); landfills and excavations up to 500 cubic yards outside a floodplain; and parking lots (up to 20 spaces).

WHERE DO I OBTAIN AN ELECTRICAL PERMIT?

All electrical permits and inspections are obtained through the Washington State Department of Labor and Industries, Electrical Inspection Division. They may be contacted by telephone at (360) 902-6350 in Tumwater, or (360) 575-6900 in Longview.

WHAT ABOUT BUILDING SETBACKS AND HEIGHT LIMITS?

Residential Setback:

From County Road, 25 feet from right of way (minimum of 55 feet from centerline).

Front, 25 feet from right of way

Side, 10 feet from property line

Rear, 25 feet from property line, for structures in excess of 100 square feet

Commercial/Industrial Setback

Front, 10 feet from right of way

Side, 10 feet from property line

Rear, 0 feet, except 25 feet from property line when abutting a residential zone.

Setbacks from Easements or Private Roads must meet the minimum requirements as indicated above for residential or commercial development.

Height limits

Residential, 35 feet

Commercial, 50 feet, except 35 feet when abutting (or within 50 feet of) a residential zone

Industrial, 50 feet plus one foot for every foot from property lines

Agriculture, resource, communication, and public utility uses, none

ROOF SNOW LOAD REQUIREMENTS

for Lewis County, Washington

These requirements have been determined by the Building Official based on local conditions and the Second Edition of the Snow Load Analysis for Washington published in July 1995, by the Structural Engineers Association of Washington.

City	Actual Elevation	Minimum Roof Snow Load (PSF)
BURNT RIDGE		50
CENTRALIA	189	25
CHEHALIS	226	25
MINERAL	*1770	60
MORTON	940	40
MOSSYROCK	698	30
ONALASKA	505	25
PACKWOOD	*1051	75
PE ELL	412	30
RANDLE	880	50
TOLEDO	110	25
VADER	175	25
ASHFORD (Paradise Estates)	*1770	100
WHITE PASS		255

*For non-residential structures, elevations 1000 feet or over have a frost depth of 18 inches minimum from finish grade to the bottom of the footing. Any elevation less than 1000 feet will have a frost depth of 12 inches. Residential structures will have a frost depth of 18 inches minimum countywide. The Building department will assist you with the calculations for snow load if the actual elevation is known.

WIND LOAD REQUIREMENTS

for Lewis County, Washington

Basic Wind Speed is 85 miles per hour with the exposure determined by the following definitions:

Exposure B has terrain with buildings, forest, or surface irregularities, covering at least 20 percent of the ground level area extending one mile or more from the site.

Exposure C has terrain that is flat and generally open, extending one-half mile or more from the site in any full quadrant.

NOTE: LEWIS COUNTY IS WITHIN SEISMIC D-1.